

WEST DES MOINES PARKS AND RECREATION ADVISORY BOARD PROCEEDINGS
Thursday, December 17, 2015

The meeting of the West Des Moines Parks and Recreation Advisory Board was called to order on Thursday, December 17, at 6:00 p.m. by Rick Swalwell.

Commission	Heather Schebel	Rick Swalwell	Forrest Ridgway	Mike Chambers	Joe Hrdlicka
Present	X	X	X	X	X

Staff	Susan Mathews <i>Parks & Recreation Administrative Secretary</i>	Sally Ortgies <i>Superintendent of Parks</i>	Greg Hansen <i>Superintendent of Recreation</i>	Gary Scott <i>Director of Parks & Recreation</i>
Present	X	X	X	X

On Item 1. Approval of Agenda

Ridgway moved to approve the agenda as presented. Chambers seconded. Motion carried.

On Item 2. Citizen Forum

Swalwell presented Chambers with a plaque and expressed his appreciation for his service on the Parks and Recreation Advisory Board over the past 4 years. Chambers thanked the Board members and staff.

On Item 3. Approval of Minutes of November 19, 2015 Meeting

Hrdlicka moved to approve the minutes as presented. Chambers seconded. Motion carried.

On Item 4. Old Business

No items.

New Business:

On Item 5A. Presentation – Brian Vanderheyden – American Lung Association

Vanderheyden introduced himself as a Coordinator for Tobacco Control in Polk County. Vanderheyden stated his purpose for the presentation today was to have a discussion with the Board about the potential to adopt a tobacco-free Parks policy in West Des Moines. Vanderheyden gave a short presentation about tobacco-free Parks. Scott noted that the City follows the State policy and that staff have not examined the idea of adopting a stricter policy in the last five years but that it may be time to reevaluate the issue with the Facilities Committee. Ridgway asked if Des Moines decided to go only smoke-free and not tobacco-free as a method of testing the policy. Vanderheyden responded that he is new to the position but he believed that at the time Des Moines was approached they wanted to start with smoke-free only. Swalwell asked about negative push back received from citizens. Vanderheyden responded that there have not been many negative responses although some cities find enforcement to be challenging. He added that it is more about a cultural change and less about punishment. Councilman Trimble noted that he was working with the legislature when the smoke-free air act was proposed and he witnessed the debates. He expressed concerns about the impact of a policy regulating smoking outdoors. Swalwell responded that generally this type of policy would not mean that the police would be issuing citations for every offense but would rather be a cultural promotion of a healthy environment.

Ridgway moved to refer the proposal of tobacco-free Parks to the Facilities Committee for further review. Swalwell seconded. Motion carried.

On Item 5B. Motion – Approval of Field Rental Pilot Program – Crossroads Park

Scott reminded the Board that groups have approached the City about having a place to reserve field space. He added that the International Soccer League's park-use agreement expires in December and that their agreement is different than any other entity in West Des Moines with a dedicated space. Staff will be contacting the International Soccer League to inform them that their agreement will not be renewed and that the field in Crossroads Park will be open for reservation in connection with the adjacent park shelter beginning January 4. Chambers and Schebel inquired about limiting the number of rentals or the amount of time booked. Scott responded that beginning on January 4, all shelters are available to rent for the whole season and that the only potential cap could be on the number of rentals per person. He added that groups would work around that by having multiple people make reservations and that staff would prefer to have accurate contact information for renters. Ridgway asked if rentals could be made online. Staff responded that rentals can be made by phone or in person at the Parks & Recreation office.

Ridgway moved to approve the Field Rental Pilot Program at Crossroads Park. Hrdlicka seconded. Motion carried.

Staff Reports:

On Item 6A. Superintendent of Parks

Ortgies shared that design of the common area at the Holiday Park Baseball complex is beginning soon. She noted that staff are also working on the design for Woodland Hills Park. She added that staff have submitted a pre-application for a grant which would provide funds to implement some green infrastructure at Woodland Hills Park including permeable paving, soil restoration and bioretention cells. Ortgies also informed the Board that Raccoon River Park is experiencing some flooding which is very unusual for December. She added that the fishing pier is under water and that the gravel trail and Dog Park are closed. Ortgies shared that the Public Safety Council Subcommittee approved taking out the emergency call boxes which have not been functioning.

On Item 6B. Superintendent of Recreation

Hansen shared that staff are working on spring/summer programs for the upcoming brochure. He stated that staff have begun the discovery phase of implementing the new Parks & Recreation software. Also, the planning process for hiring summer staff is already underway.

On Item 6C. Director of Parks and Recreation

Scott shared that the Trust for Public Land will be working on additional analysis from the survey. Scott added that the Board will need to have another workshop in January. Schebel inquired about having someone speak to the Board about the fundraising aspects. Scott responded that he could ask Mark Ackelson and Mark Langin to come speak about the fundraising efforts for the Polk County referendum. Scott noted that staff have been asked to rename the Community Center and that a staff recommendation will be coming to the Board for consideration at a future meeting. He also stated that the Waterford drainage encroachment letters have gone out and that he has received a couple of phone calls. He shared that he will be attending the Valley Junction Neighborhood Association meeting that was rescheduled due to weather in November.

On Item 7. Other Matters

No items

Receive, File and/or Refer:

On Item 8A. City Council Communications

November 30, 2015: Resolution – Order Preparation of Plans and Specifications – 39th Street and E.P.
True Parkway Park

November 30, 2015: Resolution – Accept Work – 2014 Concrete Trail Renovations

November 30, 2015: Motion – Approval of Change Order #2 – 2014 Concrete Trail Renovation

November 30, 2015: Resolution – Accept Work – Raccoon River Park Entrance Trail and Soccer Trail

November 30, 2015: Motion – Approval of Change Order #1 – Raccoon River Park Entrance Trail and
Soccer Trail

November 30, 2015: Resolution –Accept Work – Grand Avenue Trail – Raccoon River Park to Fuller
Road

November 30, 2015: Motion – Approval of Contract Agreement Renewal – Park Security Services

December 14, 2015: Resolution – Approval of West Des Moines Deer Management Zone – 1417 Army
Post Road

December 14, 2015: Resolution – Order Preparation of Plans and Specifications – Holiday Park Baseball
Common Area

On Item 8B. From Bicycle Advisory Commission: Des Moines Area MPO, Central Iowa Bicycle-
Pedestrian Roundtable Packet - October, November

Chambers moved to adjourn. Hrdlicka seconded. Motion carried. Meeting adjourned at 7:06 p.m.

Respectfully submitted,

Susan Mathews
Administrative Secretary

ATTEST:

Heather Schebel
Advisory Board Secretary